

Position	<b>Mission Director</b>
Region	Northwest Arkansas
Classification	Exempt/Full-time
Preferred Experience	5+ years Fundraising & Leadership
Reports to	Chief Executive Officer
Location	Regional Program Offices
Salary	Range begins at \$85,000

## ABOUT US

As a 501(c)(3) nonprofit, established in 1981, the mission of Ronald McDonald House Charities of Arkansas & North Louisiana (RMHC AR & NLA) is to provide essential services that remove barriers, strengthen families, and promote healing when children need healthcare. We accomplish this through the Ronald McDonald House, Ronald McDonald Family Room, and the Ronald McDonald Care Mobile. **All services are free to families thanks to generous donors.**

## ABOUT OUR TEAM

We are passionate individuals from diverse backgrounds committed to excellence in everything we do. We support team members across all locations and celebrate individual and collective wins. We find joy in challenges, seeing them as opportunities to learn and grow. Our team seeks new ways to innovate and succeed in a workplace that encourages creativity and unity.

## POSITION DESCRIPTION

We are seeking a dynamic, relationship-centered fundraising leader who brings energy, strategic insight, and a deep passion for our mission. As a key member of the Senior Leadership Team, they will play a pivotal role in shaping and executing bold fundraising initiatives—including major gifts, capital campaigns, annual giving, and planned giving—while ensuring the region's annual funding goals are met. They will collaborate closely with the Chief Philanthropy Officer (CPO) on all fundraising activities and with the Chief Operating Officer (COO) on budgeting and program operations.

Our ideal candidate excels at building authentic relationships with donors, corporate partners, foundations, and community leaders. They will help cultivate a strong organizational culture, and inspire, mentor, and empower their team. Accountable to the CEO, this leader will serve as a passionate ambassador for our mission, guiding thoughtful stewardship efforts and driving mission-aligned, forward-thinking fundraising strategies.

## ESSENTIAL FUNDRAISING & DEVELOPMENT DUTIES

1. In tandem with the CPO, develop and implement strategic and comprehensive annual fundraising plans and priorities to support Northwest Arkansas programs.
2. Analyze fundraising goals with tangible metrics, adjusting strategies as necessary for optimal results.
3. Provide oversight and support to staff for annual fundraising events.
4. Actively steward donor relationships to provide ongoing and growing funding sources and mission awareness.
5. Work with the CPO to increase monthly giving and establish and implement a formal major gifts program to identify, cultivate, secure, and retain major donors.

6. Assist the CPO with the creation and execution of planned giving activities
7. With the CEO and CPO, lead and implement capital campaigns as approved by the board.
8. Seek new sources of revenue streams, including grant opportunities.
9. Actively participate in prominent, high-value networking groups in the region to raise mission awareness and build relationships with new donors, supporters, and volunteers
10. Serve as staff lead, in partnership with CEO, for the community advisory council.

### **ESSENTIAL PROGRAM LEADERSHIP DUTIES**

1. Oversee staff and operations of programs within the region, including the Ronald McDonald House – WRMC and Ronald McDonald Family Room – Mercy Rogers.
2. Assess program operations and strategize with the COO to ensure the needs of families are met; seek new opportunities to enhance family services.
3. Serve as the main point of contact and relationship manager for hospital partners, with assistance from the COO.
4. Together with the COO, develop the annual budget for the region's programs.
5. Oversee activities/responsibilities and programs coordinated by direct reports to ensure alignment with the organization's mission, goals, and culture.

### **QUALIFICATIONS**

1. Bachelor's degree in nonprofit management, business administration, or a related field. CFRE is a plus.
2. Minimum of 5 years of proven success in nonprofit fundraising including major gifts, corporate and foundation giving, and special events.
3. Knowledge of non-profit operations and an eagerness to learn.
4. Excellent written and verbal communication skills.
5. Strong leadership and management skills, with experience successfully managing a multi-dimensional team of professionals.
6. Demonstrated ability to work collaboratively with colleagues and volunteers.
7. Experience with fundraising software and donor databases.

### **REQUIREMENTS**

1. Passion for our mission and those we serve.
2. Knowledgeable of and committed to donor stewardship and retention.
3. Excellent skills in presenting, storytelling, and community relations.
4. Must maintain discretion regarding confidentiality and privacy.
5. Demonstrate problem-solving and decision-making skills with the ability to work independently and in a team-oriented environment.
6. Highly organized with effective time management skills. Flexibility to adjust to changing work conditions and priorities.
7. Advanced knowledge of Microsoft Office. Fluency/adaptability working with platforms such as Bloomerang, One Cause, and Canva are highly beneficial.
8. Ability to travel for conferences, site visits to other programs, and meetings with donors and prospects. Our events will require evenings.

This position includes a competitive salary and benefits package including health, dental, vision, life, short and long-term disability, 403(b), PTO, and additional holidays.

**If you're an experienced and driven fundraising professional passionate about creating a meaningful impact and joining a top-tier worldwide network of support for families, we invite you to apply.** To be considered, please send your resume along with a cover letter outlining your fundraising achievements over the past three years and explaining your interest in joining our organization to: [tawny@rmhcar-nla.org](mailto:tawny@rmhcar-nla.org).